



South Avenue Primary School

South Avenue, Sittingbourne, Kent ME10 4SU

Telephone: 01795 477750

Email: headteacher@southavenue.kent.sch.uk

Headteacher: Miss Samantha Fenn

20th July 2020

Dear Parents, Carers and Guardians,

Re: September Return

On 20 March 2020, due to the COVID-19 pandemic, the Government closed all schools. At South Avenue, we remained open throughout the lockdown period for children of keyworkers, vulnerable children and those with EHCP's. From 8 June 2020, we welcomed children from Year 6, Year 1 and Reception back into school and for those who remained at home, we supported their learning via the online platform, Seesaw.

At this time, we hope that all children returning to Years 1 – 6 will be able to do so on 3 September 2020 according to the following plan. We may have to change this plan depending on local and/or national government changes in guidance. If this has to happen, we will advise you via e-mail, text and Facebook.

From September our focus will be:

- Safety - to ensure that the school site, buildings and procedures are in line with the latest safety guidance.
- Wellbeing – to ensure that the children and staff are supported to have positive mental health and wellbeing following the COVID-19 lockdown.
- Learning – to address the gaps in children's learning, implementing appropriate interventions to effectively support these.

We hope that by the end of Term 1, all the children will be in a positive mindset to continue with their learning, will have had their gaps and misconceptions in their learning identified and interventions to support these if not started, planned for Term 2.

In order to open on 3 September we will have to:

- Introduce staggered start/finish times, which must be adhered to. Children must not arrive before the stated drop off and collection times, as they will not be able to enter the school grounds until these times.
- Have a one way system in place for parents to use at drop off and collection times.
- Ensure year groups remain as 'bubbles' and do not mix with any other 'bubble'.
- Ensure class bubbles will be closed should there be a confirmed case of COVID-19 within the bubble.
- Sit all children side by side and facing forwards, not in groups.
- Use a screen between the staff member and child should they need to sit close to each other to discuss their work.
- Stagger break times to make sure bubbles do not mix, cleaning equipment between each session.
- Stagger lunchtimes to allow each bubble to have their own session in the dining hall, which will be cleaned between each session.
- Reduce lunchtimes to 45 minutes.
- Initially not have breakfast or after school provision or school trips or visits.
- Refrain from holding assemblies.
- Allow children to wear PE kit to school on their PE days, appropriate for the weather.
- Reduce the amount of equipment in school on a daily basis; therefore, children will not be able to bring bags into school. The only items allowed are a lunchbox, water bottle, sun hat and essential medical equipment. Children will be provided with a plastic wallet in which to transport their reading book and reading record.

Collaboration, Challenge, Community, Courage, Commitment, Creativity

- Provide alternatives to classroom learning for children who are medically shielding or at home due to a class bubble having to close.
- Ensure rigorous handwashing routines are in place.
- Ensure thorough cleaning of touchpoints, toilets and equipment throughout the school day.
- Ensure a thorough whole school clean at the end of each day.
- Allow parents and visitors to attend the site for pre-arranged appointments only.
- Introduce amended behaviour and attendance policies, which must be adhered to.

September 2020 drop off/pick up times, entry and exit points - Term 1

Bubble/Year Group	Class	Start Time	Finish Time	Drop off/ collection point
Bubble 2 Year 1	Garnet	9am	3:15pm	Enter via the main entrance – Gate 4. Walk along the path, up the steps and towards your child’s class. Please do not cross the line on the path when handing your child to a member of staff. Exit via the gate in the hedge –Gate 3.
Bubble 2 Year 1	Topaz	9am	3:15pm	Enter via the main entrance – Gate 4. Walk along the path, up the steps and towards your child’s class. Please do not cross the line on the path when handing your child to a member of staff. Exit via the gate in the hedge –Gate 3.
Bubble 3 Year 2	Quartz	8:45am	3pm	Enter via the main entrance – Gate 4. Walk along the path, up the steps and towards your child’s class. Please do not cross the line on the path when handing your child to a member of staff. Exit via the gate in the hedge –Gate 3.
Bubble 3 Year 2	Sapphire	8:45am	3pm	Enter via the main entrance – Gate 4. Walk along the path, up the steps and towards your child’s class. Please do not cross the line on the path when handing your child to a member of staff. Exit via the gate in the hedge –Gate 3.
Bubble 4 Year 3	Amber	8.55am	3.10pm	Enter via the main entrance – Gate 5. Walk along the path to the next gate (entrance to the Junior playground) where children will be greeted by staff. Follow the arrows through the Junior car park to your exit at Gate 6. Please remain on the right hand side of this gate as you exit the site.

Bubble 4 Year 3	Diamond	8.55am	3.10pm	Enter via the main entrance – Gate 5. Walk along the path to the next gate (entrance to the Junior playground) where children will be greeted by staff. Follow the arrows through the Junior car park to your exit at Gate 6. Please remain on the right hand side of this gate as you exit the site.
Bubble 5 Year 4	Onyx	8.45am	3.00pm	Enter via the main entrance – Gate 5. Walk along the path to the next gate (entrance to the Junior playground) where children will be greeted by staff. Follow the arrows through the Junior car park to your exit at Gate 6. Please remain on the right hand side of this gate as you exit the site.
Bubble 5 Year 4	Tanzanite	8.45am	3.00pm	Enter via the main entrance – Gate 5. Walk along the path to the next gate (entrance to the Junior playground) where children will be greeted by staff. Follow the arrows through the Junior car park to your exit at Gate 6. Please remain on the right hand side of this gate as you exit the site.
Bubble 6 Year 5	Opal	8:55am	3:10pm	Children only (parents to drop children at these gates) enter via the right hand side of the Junior car park gates – these will be manned by a school member of staff and coned off to stop cars coming in and out during these times. Children will walk towards and through the gate outside Opal Class and enter their classroom from the external class door.
Bubble 6 Year 5	Amethyst	8:55am	3:10pm	Children only (parents to drop children at these gates) enter via the Junior car park gates – these will be manned by a school member of staff and coned off to stop cars coming in and out during these times. Children will walk towards and through the gate outside Opal Class and walk around the outer path to the external door for Amethyst Class.
Bubble 7 Year 6	Ruby	8:45 am	3:00pm	Children only (parents to drop children at these gates) enter via the Junior car park gates – these will be manned by a school member of staff and coned off to stop cars coming in and out during these times. Children will walk towards and through the gate outside Opal Class and enter via Ruby class external door.

Bubble 7	Pearl	8:45 am	3:00pm	Children only (parents to drop children at these gates) enter via the Junior car park gates – these will be manned by a school member of staff and coned off to stop cars coming in and out during these times. Children will walk towards and through the gate outside Opal Class and walk around the outer path to the external door for Pearl Class.
Year 6				

Disabled Parking

If parents require a disabled parking space, please enter the Junior car park either at 8.30am, ensuring you are off site by 8.35am or at 9.05am. This will ensure that pedestrian only access is given to this gate between 8.35am and 9.05am. Your child/ren should be taken to the main reception where they will either be held until their class opening time or immediately directed to their classroom.

Attendance

DFE guidance states:

School attendance will be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, schools are expected to immediately offer them access to remote education. Schools should monitor engagement with this activity. Where a pupil is unable to attend school because parents are following clinical and/or public health advice, absence will not be penalised, but evidence will need to be seen to authorise this absence.

All other pupils must attend school.

School Drop Off and Pick Up Times

We would ask that children do not arrive at school before their arrival and that parents do not arrive to collect their child/ren prior to the pick-up time as stated above. We cannot allow children and/or parents to congregate on the school site; therefore, it is very important that you arrive at the times given.

If you have 2 children with the same drop off and collection times then please drop off and collect your youngest child first.

If you have more than one child with different drop off times, please bring all of your children in at the latest time scheduled for drop off i.e. if you have one child to start at 8:45am and another at 9am, you will bring them both in at 9am.

First Aid/Illness

Please do not send a child to school with any symptom of Covid-19. In the event of your child becoming unwell at school, they will be taken to a designated area and will wait there until they can be collected. They will need collecting as quickly as possible. The supervising adult is required to wear a disposable apron, gloves and facemask.

If a child cuts themselves or has an injury, we will administer first aid but taking the additional precautions of:

- Adults will need to wear disposable gloves, apron & mask if a wound needs attending. If possible, we shall ask pupils to clean and dress their own wounds (put on a plaster).
- For bumps, a disposable ice pack will be given. We will continue to be kind and nurturing towards the pupils, but are unable to offer physical reassurance or comfort at this time.

Covid -19 Symptoms

Suspected case

If a pupil or adult is ill and they display symptoms similar to Covid-19,

Schools must:

- wear PPE when dealing with the pupil/staff
- isolate the pupil/staff to a dedicated space
- contact home for staff/ pupil to be collected. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school
- parent/ individual – book a test: online via NHS testing system or Call NHS 119
- all children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit.

Test returns as negative:

- inform the school immediately
- if the test is negative and if pupil/staff member feels well and no longer have symptoms similar to coronavirus (COVID-19) then they can stop self-isolating
- they could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better
- other members of their household can stop self-isolating.

Test returns as positive:

- inform their school immediately
- individual must isolate for at least 7 days from the onset of their symptoms.

They can return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. These symptoms can last for several weeks after the infection has gone.

The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal.

Their household should self-isolate for the full 14 days from when the symptomatic person first had symptoms, following 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'.

Any positive result will be shared with the child/adults Bubble who will all be asked to self-isolate and seek testing. The Bubble will only return to school once the period of 14 days self-isolation (from the last date they were in contact with the infected person) has ended, or a negative test result has been given.

Behaviour

Our behaviour policy is still applicable. However, there will be important alterations specific to the Covid-19 response and the need for social distancing:

1. If any pupil purposefully physically hurts another pupil or adult this will now result in the pupil being excluded and sent home immediately and they will be unable to return to school for the period of one day.

2. Intentional ignoring of social distancing rules, resulting in pupils engaging in physical contact or play, will result in one warning. If there is a repeat of the behaviour, the parents will be contacted and the pupil will be sent home. If on return to school the next day the behaviour continues, they will be excluded for the period of 1 school day.

3. If children play on equipment that is out of bounds (all outdoor wooden equipment is out of bounds due to the need for rigorous disinfection being difficult on wooden equipment of this size), they will receive one reminder that this is not allowed. Should they continue to play on the equipment a parent will be contacted and they will be sent home. If on return to school the next day the behaviour continues, they will be excluded for the period of 1 school day.

We appreciate that the younger pupils will find it extremely hard to observe the social distancing rules and we will give them lots of praise and encouragement to be as socially distant as possible. The above sanctions will only take place as a last resort. We do not want to be hard on the pupils and will positively encourage social distancing rather than reprimanding.

Bubbles

Children will now be in year group Bubbles and where possible, class Bubbles. There will be no mixing of year group Bubbles in September. This means that lunch and break times will need to be carefully managed and staggered.

Within the class Bubbles, there will no longer be the requirement for strict social distancing between children, although hygiene guidance will still be followed and no physical contact allowed. It is advised that all desks should be facing forwards in order that the 'breath zone' sharing is limited, when pupils talk. Adults will need to keep to social distancing guidance where possible, and will still be asked to limit close contact with the children. This is particularly important for PPA sessions where different staff will have to teach more than 1 Bubble.

Face masks

Face masks may be worn by the children if parents wish this to be the case. On arrival at school, the mask they have worn to school needs to be removed and a new one given to the child to wear at school. These need to be supplied by the parent and enough need to be given to the child so that they can refresh them during the day.

Breakfast and After School Clubs

We will endeavour for these to reopen as soon as we can on our return in September. This will not be for the first 2 weeks as we are still organising how the bubbles will work within these provisions. Once we have confirmed this, we will send out a letter explaining this.

As you can see from the content of this letter, much work has been going on to ensure the safety of your children and the staff when we return in September. We continue to update our risk assessments as guidance is altered. We will have plans in place for various scenarios from September, from return to school as 'normal' to another total lockdown to ensure that regardless of what is happening around us, your children will continue to have the ability to access their learning.

We hope that you all have a lovely summer and we really cannot wait to see you all in September ready for what we hope will be a more settled year!

Please continue to look out for emails and texts from the school throughout the summer holidays, as any changes will be communicated in this way.

Thank you for all your support at this time.

Take care and stay safe.



Miss T Cadwallader
Acting Head of School